



# Library Advisory Board

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## Agenda

**Meeting Date:** August 7, 2006  
**Meeting Time:** 6:00 PM  
**Meeting Location:** Sherwood Library & City Hall,  
Conference Room A

### Library Advisory Board

Jan Chambers, Chair  
Chuck Britton  
Debbi Canepa  
Nancy Ellingson  
Andrea Hackett  
Liz Myers  
Holli Robinson  
John Urban  
Colin Woodbury

### City Staff

Pam North

### Guests

### Council Liaison

Linda Henderson, City Councilor

## ----Meeting Agenda----

6:00	Roll Call	Chambers
6:05	Changes to agenda	Chambers
6:10	Approval of minutes	Chambers
6:15	Manager's Report	North
	Library Update	
	Representation at Council meetings	
6:30	Other business	
6:45	Adjournment	



# City of Sherwood Library Advisory Board **DRAFT MEETING MINUTES**

<b>MEETING TITLE</b>	City of Sherwood Library Advisory Board
<b>DATE &amp; TIME</b>	August 7, 2006 6:00 P.M.
<b>LOCATION</b>	Sherwood Library/City Hall
<b>FACILITATOR</b>	Jan Chambers, Board Chair
<b>NOTES TAKEN BY</b>	Pam North

## AGENDA

Items	Person Presenting	
1. Call to Order	Jan Chambers	X
2. Changes to Agenda	Jan Chambers	X
3. Approval of Minutes	Jan Chambers	X
4. Manager's Report	Pam North	X
5. Library Update	Pam North	
6. Representation at Council meeting	Pam North	X
7. Other Business		
8. Adjournment		
9.		
10.		
11.		

## ATTENDEES

Library Advisory Board	Absent	Council Liaison	Absent
Andrea Hackett		Linda Henderson	
Jan Chambers			
Debbie Canepa	X	<b>City Staff</b>	
Holli Robinson	X	Pam North	
Nancy Ellingson			
Liz Myers			
Colin Woodbury	X	<b>Guests</b>	
Chuck Britton	X		
John Urban	X		

## MEETING NOTES

## Call to Order

Jan Chambers called the meeting to order at 6:05.

## Changes to Agenda

There were no changes to the agenda.

## Approval of June Minutes

In the absence of a quorum, the approval of June minutes was deferred to the September meeting.

## Manager's Report

### Library Update

- Re-cap of the June and July monthly management reports, circulation increased 19% in June and 17% in July.
- Summer reading program in full swing.
- Reduced hours began July 1.
- One PT Library Assistant has resigned and another has been hired.
- WCCLS has activated e-mail notification.
- Ruth Metz continues to work with the Library, strategizing future planning.
- The Library will hold an in-service on Friday, August 18.
- Issues with the automated phone system were discussed.

### Representation at Council Meetings

- Liz Myer will present at the August 16<sup>th</sup> Council meeting.

## Other Business

Reduced hours were discussed.

Questions arose about the ability of the Library to expand programs beyond toddlers and pre-schoolers.

The upcoming WCCLS levy was discussed.

## Adjournment

The meeting was adjourned at 7:00 p.m.

## **ACTION ITEMS**

Action Item	Person Responsible	Due Date
None		